



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF EDUCATION
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE – MARIKINA CITY

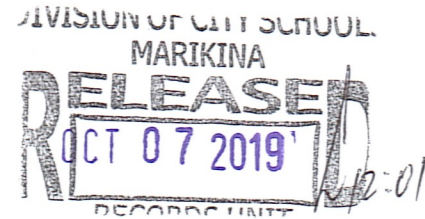
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October 3, 2019

MEMORANDUM TO:

OIC, Office of the Assistant Schools Division Superintendent
Chief Education Supervisors, CID and SGOD
Elementary and Secondary School Principals
Officers-in-Charge
Public Schools



MEETING OF SCIENCE COORDINATORS AND DEPARTMENT HEAD

The field is hereby informed that there will be a meeting of **Science Coordinators and Department Heads** on **October 8, 2019, 1:00 PM-5:00 PM** at **Jesus dela Peña National High School**.

Agenda:

1. Updates of SRC-SIP Evaluation
2. INSET Preparation
3. Second Quarter Test
4. Others Matters

School Heads/ OICs are advised to arrange the class schedule of the teachers concerned to avoid disruption of classes.

Immediate and wide dissemination of this Memorandum is desired.

JOEL T. TORRECAMPO
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent